

DEPARTMENT OF MENTAL HEALTH & ADDICTION SERVICES

**JOB OPPORTUNITY
MENTAL HEALTH ASSISTANT 2**

PLEASE FOLLOW THE SPECIFIC APPLICATION FILING INSTRUCTIONS AT THE BOTTOM OF THIS PAGE!

Open To: State Employees and the Public (**Please see Eligibility Requirements Below**)

Location: Connecticut Valley Hospital ~ Addiction Services Division ~ Screening ~ Middletown, CT

Job Posting No: CV-76803

Hours: 1st Shift ~ 7:00 a.m. to 3:30 p.m. ~ Every Other Weekend ~ 72-72-80 Rotating Schedule

Salary Range: \$44,250 ~ \$59,154 Annually

Closing Date: November 5, 2013

Eligibility Requirements: Candidates must have applied for and passed the Mental Health Assistant 2 exam and be on the current certification list promulgated by the Department of Administrative Services for this classification. State employees currently holding the above title or those who have previously attained permanent status may apply for lateral transfer. **Applicants will not have the opportunity to take the exam prior to the above closing date to qualify for this particular vacancy.**

Duties may include but not limited to: Coordinates activities of paraprofessional staff and provides and implements direct care to patients on the Detox Unit; provides oversight and assistance to MHA 1s in the continuity and coordination of patient care; works effectively with others for the provision of quality patient care and efficient unit operations of assigned duties; ensures a safe and therapeutic milieu; promotes proper health practices among patients; works effectively with other nursing staff, treatment team members, and community care providers to prepare patients for transition and discharge to community settings; and performs other related duties as assigned.

Special Requirements: Incumbents must possess and retain a current motor vehicle operator's license.

Working Conditions: Incumbents in this class may be required to lift and restrain clients and may have significant exposure to infectious and/or /communicable diseases, strongly disagreeable conditions and risk of injury.

Note: Applicants will be selected in accordance with reemployment, SEBAC, transfer, promotion, collective bargaining unit contract language, merit employment lists and DMHAS affirmative action goals. Therefore, State employees will generally be considered before applicants from outside State service.

Application Instructions: Due to the large number of lateral transfer forms and applications received, it is extremely important to note the **Job Posting Number (found on the posting)** on the DMHAS Lateral Transfer Request Form (**upper right-hand corner**) and at the bottom of Page One of the State of Connecticut Application for Examination or Employment (CT-HR-12).

To be considered for this position:

DMHAS employees who are lateral transfer candidates (example: Mental Health Assistant 2 applying to a Mental Health Assistant 2 posting) must submit a completed DMHAS Lateral Transfer Form. Lateral Transfer Request Forms received without a position number will not be processed.

DMHAS employees who are promotional/demotional candidates must submit the State of Connecticut Application for Examination and Employment (CT-HR-12). The position number must be noted at the bottom of Page One of the State of Connecticut Application (CT-HR-12).

All other applicants must complete a State Employment Application for Examination and Employment (CT-HR-12). Resumes and Curriculum Vitae can be provided as supplemental information but will only be accepted if attached to a fully completed application.

PLEASE SEND APPLICATIONS TO:

**Doreen Clemson, Human Resources Associate
Connecticut Valley Hospital
P. O. Box 351, Middletown, CT 06457
Fax : (860) 262-5055 / Email : Doreen.Clemson@ct.gov**

AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER

The State of Connecticut is an equal opportunity/affirmative action employer and strongly encourages the applications of women, minorities, and persons with disabilities. NP-6